

ARCHITECTURE AND ENGINEERING DIVISION
PROJECT INITIATION REQUEST FORM

Agency: _____

Unit: _____

Location: _____

Date: _____

Requests that the following project be established:

Project Title: _____

(Title limited to 30 characters)

The project has been authorized by: _____

(Identify HB and session or attach Regent item)

Project Budget: _____

Funding source _____

Amount _____

Funding source _____

Amount _____

Funding source _____

Amount _____

Request project delegation: __ yes __ no

The agency project representative is: _____

Please include a draft of the outline program or description of project scope and desired schedule.

Architecture and Engineering use only

A/E Number: _____

Project Title: _____

Appropriation Number: _____

Date assigned: _____

A/E project manager: _____

Consultant Selection: ☐ Interview ☐ Informal selection
☐ Agency Select ☐ Other
☐ A/E ☐ State agency

Supervisory fee: ☐ None ☐ 1%
☐ 3% ☐ 5%